

Employment

Recruitment and Backgrounds Unit

The Davie Police Department Backgrounds and Recruiting Unit is devoted to the recruitment and hiring of the best-qualified candidates available to serve the Davie community. You will find that we have included a comprehensive array of information relating to recruitment and employment on our website. After reviewing our site please feel free to email dgraydon@davie-fl.gov or jhobales@davie-fl.gov with any questions or comments that you may have. The Davie Police Department is firmly committed to offering an equitable, drug-free work environment. We do not discriminate in any employment related decisions on the basis of race, color, religion, national origin, sex, age, disability or other similar factors that are not job-related. This commitment is practiced in all aspects of our personnel policies, programs, practices, recruitment, examination, appointment, training, promotion, retention and other related activities. When requested, the Davie Police Department will make reasonable accommodations for individuals with disabilities. Please contact a Human Resources representative at (954) 797-1100 if special assistance is needed. Thank you for your interest and the time and effort you have spent considering a career with the Davie Police Department!

Telephone: Detective Jeff Hobales (954) 693-8326 or Human Resources Coordinator Daniele Graydon (954) 693-8252.

Hours: Monday-Friday 9:00 am to 4:00 pm

Application Procedures

The Davie Police Department only considers applications for positions currently posted as available. To review our current available employment opportunities as well as apply online, click on the following link:

<http://agency.governmentjobs.com/davie/default.cfm>

Applications are only accepted via the online application system. Additionally, resumes are not accepted in place of an employment application. Please do not fax, mail or drop off resumes or printed copies of the web-based application. If you are selected for further consideration you may provide a copy of your resume during your scheduled interview appointment. Only applicants who are considered best qualified for available employment opportunities will be contacted for further consideration. Make sure that you include an accurate email address when completing the employment application, as correspondence regarding applicant status will occur via email. Applicants are generally notified within two to four weeks if they are selected for further consideration. However, the time frame may vary depending upon departmental needs and priorities.

Employment FAQ's

Frequently Asked Questions Regarding the Hiring Process

Are you currently accepting applications for Non-Certified and Certified Police Officer?

We continuously accept applications for Non-Certified Police Officer and Certified Police Officer. All interested candidates are encouraged to apply, however, at the present time we have an extremely large number of applicants for a very limited number of vacancies. As such, contact following your initial application may take up to 60-days from the date in which you apply.

Additionally only a limited number of individuals can be chosen for further processing. In accordance with our hiring standards, applicants must meet our minimum requirements to move forward in the recruiting process.

How do I become a Certified Police Officer or Non-Certified Police Officer with the Davie Police Department?

The first step of the process is to complete an online application. Please do not submit any paperwork in addition to the online application until specifically requested to do so.

What are your minimum education and experience requirements for Certified Police Officer or Non-Certified Police Officer?

Associates Degree or Equivalent **OR** 2 years of active Military Service with an Honorable Discharge.

Do you offer any flexibility on your minimum education requirement?

Candidates for the position of Certified Police Officer or Non-Certified Police Officer **must** possess an Associate's Degree or Equivalent **OR** 2 years of active Military Service with an Honorable Discharge.

Can you mail me a paper application?

We do not mail or email applications. In order to operate as quickly and efficiently as possible our application is web based and must be completed online. If you do not have computer accessibility in your home you may visit the Town of Davie Human Resources Office at 6591 Orange Drive, Davie, FL 33314 during normal business hours to complete an application. Many local library branches also have computers capable of accessing the Internet.

How soon will I hear from you after submitting my application?

We will make contact with you by phone or mail within 60 days of application submission. There is no need to contact us to verify that your application was received.

What happens after I submit the online application?

We will make contact with you by phone or email within 60 days of application submission. If we choose to consider you for employment you will receive detailed correspondence regarding the hiring process and additional paperwork that must be submitted.

What are the CJBAT, Swim and Physical Agility Test?

The CJBAT, Swim and Agility tests are basic skills tests required by the state of Florida to be employed as a Certified Police Officer. Please do not submit your test scores to the Davie Police Department until specifically requested to do so.

Where can I take the CJBAT, Swim and Physical Agility test?

The CJBAT, Swim and Agility test are offered through the Broward College Criminal Justice Institute. The Swim test can be taken at various locations throughout the state of Florida. The CJBAT and Agility test must be taken at the Broward College Criminal Justice Institute. Please call the Criminal Justice Institute at (954) 201-6739 with questions regarding these tests. Registration for the CJBAT, Swim and Agility Tests must be completed online at the following website:

http://ips.broward.edu/ipsapplicants/ips_homepage_frm.aspx

What scores does your agency require on the CJBAT, Swim and Physical Agility test?

- CJBAT – Minimum of 85% (valid for four (4) years if taken after 6/9/2008)
- Swim – Test is pass/fail (valid indefinitely)
- Agility – Test is pass/fail (valid for six (6) months)

How long will it take be hired?

Our goal is to take no longer than 8 weeks to process candidates for employment. This time frame can be longer for candidates from out of the area as the speed of the process relies greatly on the applicant's ability to travel to Davie.

If I am selected for employment, what is the next step?

Once all phases of the hiring process have been completed and you are made a formal offer of employment, the application process is complete. Candidates who are extended offers as Non-Certified Police Officer will be fully sponsored at the Broward Criminal Justice Institute Police Academy. Typically Non-Certified Police Officers spend two weeks within the Agency prior to beginning the Police Academy. Candidates who are extended offers as Certified Police Officers will be sworn-in and begin training immediately upon hire.

Are there any automatic disqualifiers that would prohibit applicants from being considered?

Yes, the Davie Police Department uses the following guidelines when reviewing applications. If an applicant meets any of the following, they will be automatically disqualified:

- Drug Usage within thirty six (36) months of the date of application
- Tobacco usage within 24 (24) months of the date of application
- Any visible tattoos
- Steroid Usage within sixty (60) months of the date of application
- Any usage of heroin, cocaine and/or hallucinogenic substances
- Having a suspended and/or revoked driver's license within the past sixty (60) months (not insurance related)
- Having five or more moving violations within the last five (5) years and/or a poor overall driving history
- DUI arrest and/or conviction in the last five years
- Having three (3) or more "at fault" traffic crashes within the past five (5) years
- Current open FDLE cases, department Internal Affairs case, any open criminal investigation case with a Law Enforcement Agency and/or any pending law suits (criminal or civil) Omissions concerning previous employment
- Failed Town of Davie Background Investigation, Polygraph or Psychological Exam within the past year
- Felony convictions
- Dishonorable Military Discharge

What is the pay range for a Non-Certified Police Officer?

\$19.44/hour while attending the Police Academy & prior to certification

After passing the FDLE Certification Test, the pay range is: \$51,687.00 - \$84,057.00

*FAQ's related to applicants that are currently Certified Police Officers***Do you accept lateral transfers?**

No, we do not accept lateral transfers.

Are new hires permitted to negotiate their base wage upon offer of employment?

Certified Police Officer and Non-Certified Police Officer wages are not negotiable.

What type of Benefits and Pension package do you offer?

- Up to 160 hours of vacation leave a year
- Up to 120 holiday hours a year
- Up to 110 sick hours can be accumulated a year
- Up to 60 hours of personal hours a year

- Free 100% medical coverage if single and up to 50% contributed to medical coverage for dependants
- Employee contributes 7% towards town-sponsored pension, Town contributes approximately 32.8%
- Longevity pay up to \$2000.00 which is included in the above maximum Police Officer pay.
- Personally assigned vehicle program after successfully completing FTO Training
- Deferred Retirement Option Plan (DROP)
- Special assignment and duty pay
- Normal retirement is 20 years @ 75% of base and longevity pay.
- Up to 4 years military and previous police service buy back option
- All duty equipment and uniforms are supplied by the Town including a .45 caliber firearm
- Free dry cleaning service for all uniforms
- Approved for Veteran's Benefits by the SAA

FAQ's related to applicants from out of the South Florida Area

I am a Sworn Law Enforcement Officer outside of the State of Florida. How do I become a Law Enforcement Officer in the State of Florida?

To become a Law Enforcement Officer in the State of Florida you must obtain an Equivalency for Certification. By law, criminal justice employing agencies are responsible for reviewing out-of-state or federal officer's employment and training to initially determine eligibility for exemption. In order to obtain an Equivalency for Certification through the Davie Police Department you must have an active application with our agency. To complete an application, click on the following link: <http://agency.governmentjobs.com/davie/default.cfm>

To learn more about requirements established by the Florida Department of Law Enforcement for Officers outside the State of Florida desiring Florida certification, please visit the Florida Department of Law Enforcement website at www.fdle.state.fl.us.

Do I have to attend the Police Academy again?

You do not have to attend the Police Academy if you successfully achieve the Equivalency for Certification referenced above.

How many trips will I have to make to Davie in order to secure employment with your agency?

All travel arrangements and fees incurred will be at the expense of the applicant. We will make every effort to create a schedule that meets your travel needs and minimize the number of visits. To receive accommodation, you must have already been contacted by our office based on receipt of your preliminary employment application.

FAQ's regarding the Non-Certified Police Officer Position

What is the difference between a Non-Certified Police Officer and a Certified Police Officer?

The Non-Certified Police Officer position is designed for candidates who meet the Davie Police Department's education requirement but do not possess the required certification from Florida to automatically qualify as a Certified Police Officer.

I would like to become a Non-Certified Police Officer but I am not sure that I want to become a Certified Police Officer.

The Davie Police Department only hires Non-Certified Police Officer applicants who are prepared

to become Certified Police Officers immediately upon successful completion of the Police Academy and who receive a passing score on the state exam.

How long will I work as a Non-Certified Police Officer before I become a Certified Police Officer?

Typically Non-Certified Police Officers are hired in conjunction with the start of a new Police Academy class. The duration of the Police Academy is approximately 5 months and as such, Non-Certified Police Officers typically remain in their position for approximately 6 months.

Please Note: At the discretion of Administration a Non-Certified Police Officer may be required to work within the department for a limited period of time prior to attending the Academy. This is done specifically to offer additional training and exposure to ensure that the Trainee is best suited to successfully complete the Police Academy.

I need Agency sponsorship so that I can attend the Police Academy. I don't even need to be paid. Will the Davie Police Department sponsor me?

No, to be sponsored by the Davie Police Department you must be hired as a Non-Certified Police Officer. The Davie Police Department only sponsors their own employees.

FAQ's regarding contact information for the Davie Police Department Recruitment and Backgrounds Unit

How can I speak with a recruiter?

Contact Detective Jeff Hobales (954) 693-8326 or Human Resources Coordinator Daniele Graydon (954) 693-8252.

Hours: Monday-Friday 9:00 am to 4:00 pm

What is your mailing address?

Please do not mail any hiring/application paperwork until specifically requested to do so.